

## General Requirements

A Tree Planting permit is required to plant trees within the public right of way (usually the area between the sidewalk or property line, and the street). You must submit plans and a tree planting permit application form for permission to plant trees in the right of way.

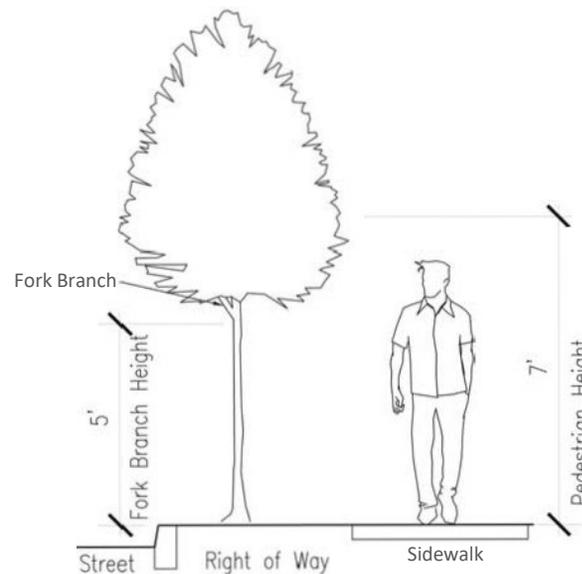
The permit is free and ensures that trees are planted properly to maximize benefits, protect public safety and limit conflicts with infrastructure. The following guidelines apply:

- Trees must be a minimum of two inches caliper size. Caliper is the diameter of the trunk measured at six inches above the ground.
- The minimum tree pit size is 24 square feet, typically 4'x6' or 5'x5'. Ideally pits should be larger because the more room the tree has for root growth, the more likely it will thrive in the future.
- Street trees must not obstruct the minimum required width of the sidewalk. Keep an area at least four feet in width and seven feet in height clear for pedestrians along the sidewalk. Minimum fork branch height should be five feet. See diagram below.
- The optimum time to plant trees is during the cooler seasons, from September to March. Trees planted at this time are able to start establishing a root system, making them better able to withstand the stress brought on by the higher heat and humidity of the warmer seasons.
- Water is critical during the first year. Applicants must agree to water the tree deeply a minimum of once a week for one year. More frequent watering is recommended during hot dry periods.
- Contact Louisiana One Call (800-272-3020) at least 48 hours prior to digging to have utilities marked. This is a free service.

## Minimum Tree Distance Guidelines

Plant your tree(s) a minimum of:

- 25 feet from a corner intersection
- 20 feet from a stop sign
- 5 feet from a driveway
- 20 feet between a tree and a light pole
- 10 feet from a fire hydrant
- 5 feet from house utility connections (10 feet if the tree is a live oak)
- 5 feet from a catch basin



## Choosing the Appropriate Tree

Consider the ultimate mature size of a tree before planting.

- If the width of the planting strip or tree well is less than four feet, only a small tree is allowed. A small tree is a species with a mature height of under forty feet.
- The staff at Parks and Parkways provides tree selection guidance upon request.
- Deciduous trees often have fall color and provide summer shade while allowing for winter sunshine. Evergreen trees drop their leaves, but they are never completely bare.
- Overhead utility lines limit the size of the tree that should be planted beneath them. Large trees and plants with a central leader, such as palms, should not be placed under utility lines. Often, a utility company will prune a tree to allow for the unimpeded passage of wires through the canopy of the tree.

## Minimum Spacing Guidelines by Tree Size

SMALL (<20' canopy diameter at maturity):

Plant trees at 15 to 25 feet or greater on center

MEDIUM (20'-30' canopy diameter at maturity):

Plant trees at 20 to 35 feet or greater on center

LARGE (>35' canopy diameter at maturity):

Plant trees at 40 feet or greater on center

## RESIDENTIAL TREE PERMIT PROCESS

The following items must be submitted for review as part of the tree permit application:

### TREE PLANTING PERMIT APPLICATION

Fill out a Tree Planting Permit Application, which can be found on the Parkways website:

<https://www.nola.gov/parks-and-parkways/>

or obtained by contacting our offices via telephone at **504.658.3201** during weekday business hours, or by sending us an email:

[parksandparkways@nola.gov](mailto:parksandparkways@nola.gov)

### REQUIRED SKETCH

Provide a sketch illustrating dimensions from proposed tree location(s) to pertinent information such as:

- catch basins
- overhead utility lines and utility poles
- utility connections to the house
- size of planting strip
- distance to restrictions as listed in the minimum tree distance guidelines

**Thank you for your interest in contributing  
to the growth of the urban forest  
of the City of New Orleans!**

CITY OF NEW ORLEANS  
DEPARTMENT OF PARKS AND PARKWAYS  
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**CITY OF NEW ORLEANS  
DEPARTMENT OF  
PARKS AND PARKWAYS**

**RESIDENTIAL  
TREE PLANTING PERMIT  
PROCESS**

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